

DD/A Registry
81-0361/13

23 OCT 1981

MEMORANDUM FOR: Deputy Director for Administration

FROM: 

Acting Director of Logistics

SUBJECT: Master Plan Exhibit

1. The final product of the New Building Master Plan will be delivered to the Agency at the end of October. Items to be delivered include a large three-dimensional site model and artist's renderings of the building. The model will be available for display within the Agency until December, when it will be moved to National Capital Planning Commission display space.

2. It is proposed that an exhibit for Agency employees be established during November. The exhibit would be set up on the first floor, preferably in the corridor adjacent to the Credit Union. The exhibit would include the site model, building renderings, a Master Plan drawing, and a descriptive poster defining the three building phases, and the projected fiscal planning, i.e., FY-84 building design and FY-86 construction funding.

3. Your approval of this action is requested.

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APPROVED: 

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11-9-81  
Date

Distribution.  
Orig - OL/BPS (Official) - Return to O-D/L  
2 - DDA

OL 1 4396

## ROUTING AND RECORD SHEET

SUBJECT: (Optional)

Master Plan Exhibit

FROM:

Acting Director of Logistics

EXTENSION

NO.

OL 1 4396

DATE

23 OCT 1981

TO: (Officer designation, room number, and building)

DATE

OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

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FORWARDED

1A/Deputy Director for  
Administration  
7D18 Hqs2. Deputy Director for  
Administration

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